

**Conservation Federation of Missouri**

**Board Member Expectations**

As a member of the Board of Directors, I understand I serve a **two year term** and I understand that I have a legal and ethical responsibility to ensure that the organization does the best work possible in pursuit of its goals. I support the purpose and mission of the organization and pledge my commitment to assist in carrying out its work. I understand that as a board member:

1. I will attend a minimum of **two board meetings per year** in person or available to participate by electronic method, otherwise I will be automatically removed from the board.

* Meetings are held August 18 and December 1, 2018; March 10, August 17 and December 7, 2019, and March 8, 2020

1. I will serve on at least **one** board committee.
2. I will actively participation in **one or more** fundraising activities. This may include individual and/or special event solicitation, silent auction donations, direct mail appeals or other means.
3. I have a legal, fiscal and moral responsibility, along with my fellow board members, for the well-being of this organization. As such, it is my responsibility to:

* Be familiar with our budget and take an active part in the budget planning process.
* Excuse myself from discussions, decisions and votes where I may have a conflict of interest. A member of any CFM decision-making body has a conflict of interest whenever that member:

(1) Is a principal, partner, or corporate officer of a business providing, or being considered as a provider of, products or services to CFM (“Business”); or

(2) Serves on the board of directors of the Business unless the individual’s only relationship to the Business is service as CFM’s representative on such board; or

(3) Holds an ownership interest of more than one percent of the Business.

* Members with a conflict of interest must immediately disclose such conflict of interest prior to participating in any discussions or vote of a CFM decision-making body that pertains to the Business. Such members may not participate in any discussions related to that Business other than to respond to questions asked of them by other members of the body. A member may not vote on any matter in which the member has a conflict of interest.

**As a board member, I understand that the organization will be responsible to me in the following ways:**

1. I will be sent, without request, quarterly financial reports and an update of organizational activities that allow me to meet my responsibilities as a board member.
2. I will have information about programs and policies, goals and objectives as appropriate.
3. The Executive Director, staff and other board members will respond in a straightforward fashion to questions that I feel are necessary to carry out my fiscal, legal and moral responsibilities to the organization.
4. The organization will carry directors’ and officers’ liability insurance.

I acknowledge that I have received the board packet, and that I have read and understand the expectations of me as a member of the board of directors of the Conservation Federation of Missouri.

Print Name Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature